

CONTENT GUIDE

Sage HRMS
A Quick Guide

Everything HR

*taken care of in
one place*



Payroll management and processing



Recruiting and onboarding



Risk mitigation and compliance



Time and attendance management



Employee benefits management



Paperless HR



Talent management



Decision support

Using Sage HRMS, you can:

- Manage all your employee-related information and processes in a single solution.
- Make stronger decisions faster with improved access to workforce analytics.
- Ensure government compliance to avoid company risk when meeting federal and state rules, regulations, and reporting requirements.
- Closely monitor employee records and personnel actions, HR compliance, benefits administration, absence management, reporting (standard and custom), and data import/export actions.

Sage HRMS is the most complete human resource management solution for small businesses— driving improved efficiency and better decisions across all your key HR tasks.

Maximize every dollar you invest in employees.

The right people make all the difference.

It's true in small companies, large companies, and everywhere else— a business itself does not generate ideas, does not provide service, and by itself is neither innovative nor productive. People make all of those things happen.

Despite the importance of the workforce, many organizations have traditionally viewed their employees primarily as a capital expense. With an eye on salaries, benefits packages, and hiring, the chief concern of many human resource departments was to reduce costs. Then things got complicated...

Today, the business environment is hypercompetitive. Healthcare costs are an ever-present concern. A large percentage of the workforce is retiring, while a younger generation of workers have higher expectations and are choosier about whom they work for.

Sage can help. Our industry-leading, customizable Sage HRMS solution enables you to decisively meet and respond to HR management challenges. With integrated payroll, benefits, recruiting, employee self-service, and analytics capabilities, Sage HRMS helps you to maximize every dollar you invest in employees. We call this the Return on Employee Investment.

Turn chaos into clarity.

Sage HRMS connects you to all your employee-related information in ways no other solution can.

By centralizing all the current and historic information about active and nonactive employees of the organization, Sage HRMS eliminates

ambiguity. It gives you unmatched views of your workforce—at macro and micro levels—enabling you to securely share the data with executives and managers. The benefit? Precise, rich analytics that embolden your company leaders to make decisions based on fact rather than gut instinct

Focus on what matters most.

In addition to driving more informed decision-making, Sage HRMS reduces the time you and your team spend on admin.

With information shared throughout the system, Sage HRMS eliminates redundant data entry, keeping you focused on the strategic tasks—such as improving service and developing programs that help you hire and retain the best talent.

Gain control over payroll.

Sage HRMS Payroll integrates seamlessly with Sage HRMS and equips you to manage your payroll in house, conveniently and securely.

When it comes to paying your people, there's no room for error. Payroll mistakes leave a bad impression on employees, and you need to keep accurate records in order to stay compliant with government regulations—or else face fines. Plus, you don't want sensitive data falling into the wrong hands. Gain control over one of your organization's largest and most important expenses with Sage HRMS Payroll.

To get more info or request a demo of HRMS please, visit: www.sage.com/en-us/products/sage-hrms/ or call **866-271-6050**